

**Electronic Wait List for Scheduling
and
Primary Care Management Module (PCMM)**

USER MANUAL

Patches SD*5.3*263 & SD*5.3*264



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1. Introduction

The user manual for Electronic Wait List (EWL) version 1.0, for Scheduling and Primary Care Management Module (PCMM,) provides instruction in the use of the new Electronic Wait List (EWL). Access EWL within four separate programs: the EWL stand-alone program, in PCMM GUI, PCMM VistA, or in the Scheduling Appointment Management Module. The EWL protocols, on the Appointment Management menu, may also be added to a Patient Care Encounter (PCE) List Manager menu if desired.

Recognizing a need to effectively track the demand for services at Veterans Administration (VA) hospitals and Community Based Outpatient clinics versus their ability to meet this demand, Laura Miller, Deputy Under Secretary of Health O & M, sent a memo to Gary Christopherson, Deputy CIO for Health, VHA, requesting the development of an electronic wait list. Here is an excerpt from the memo dated February 1, 2002.

As you are aware, clinic-waiting times has become a high visibility issue with the Secretary's office. We report data monthly during the Deputy Secretary's Performance briefings. Current waiting time measures reflect the experience of veterans already "in the system" and do not accurately portray waiting time experiences of new enrollees or patients without a scheduled appointment. Whether due to absence of appointments or other reasons, ad hoc "waiting lists" of new veteran enrollees to be entered into the scheduling system are known to exist, and waiting times for new enrollees seeking care are anecdotally reported to be long. We will attempt to formalize an "electronic waiting list" in VistA to more consistently and accurately reflect demand across VHA, and reduce the risk to enrollees lost to follow-up due to clerical error.

Currently, there is no national VHA software to list and track patients waiting for clinic appointments or primary care panel assignments. The EWL will assist VA Medical Centers, Community Based Outpatient Clinics (CBOCs,) and VHA Central Office in managing veterans' access to outpatient health care. The EWL will assist clinics in identifying patients waiting for appointments and/or panel assignments.

Within the EWL stand-alone software program, a patient may be placed on a waiting list for a Primary Care team or position, a scheduling service/specialty, or a specific clinic. Note: A patient can only be placed on a wait list for a team or position if that team/position has met or exceeded capacity. To be able to place a patient on a position wait list the patient must first be assigned a Primary Care team.

EWL Software activates in the VistA Scheduling application through Appointment Management when an appointment for a clinic (set up in the Parameter file) is not available or cancelled. When utilizing the scheduling option, the user will be notified prior to invoking the option if the patient is rated Service Connected 50% or greater. Within PCMM GUI, the EWL software activates when a Primary Care team or provider is not available to a patient. Specifically, this is when the panel is at or above capacity. Reports are available from the EWL Report option.

2. Orientation

This user manual will assume that readers have a working knowledge of the PCMM GUI and VistA, VistA Scheduling, and other VistA software applications. Screen displays may vary among different sites and you may not see the data on your monitor exactly as shown in this manual. Although screens are subject to modification, the major menu options, as they appear in this manual, are fixed and are not subject to modification (except by the package developer).

3. Using the EWL Software

The following instructions and examples assume that the user is beginning at the Scheduling Appointment menu. All user actions appear in **bold** print. You must press <RETURN> after you have chosen each option.

3.1 Electronic Wait List Standalone Menu

The Electronic Wait List (EWL) menu option appears on the Scheduling Appointment menu. The EWL standalone menu will only be accessible to users with the **SDWL MENU** security key. If the Wait List options at your site are not functioning, they may be blocked locally. If this is the case, please contact your local ADPAC or IRM.

The **SDWL Parameter** security key provides for entering and editing Specific Clinics and Service/Specialties, which will use the EWL at each facility. **Note: Specific Clinics and Service/Specialties that will use EWL must have an associated institution assignment. The site's divisions must be in the national institution file in order to work with EWL. Please refer to the Note under Section V - Security in the Release Notes for instructions on how to verify clinic assignments and how to designate institutions for Service/Specialties PRIOR to utilizing the Import Tool.**

The SDWL keys DO NOT block the following three prompts in the Scheduling software. Each site must decide on use of the Wait List software at their site and implement the decision(s) through site-specific procedures and training. These decisions are particularly important to consider during the time of installation and local wait list cutover. These are the three prompts, within the Scheduling routines, that will require site-specific procedures and training to implement successfully.

1. In the Make Appointment option, if a date and time are not entered for a clinic appointment the question will display, "Do you want to add this patient to the Wait List? **NO//**. No is the default answer. For users instructed not to use the EWL, a recommendation is to train them to always accept the "No" default. Only clinics set up in the Parameter file will trigger this Wait List prompt.

If a clinic appointment is made for a patient who is on the Wait List, the user will be asked if they would like to remove the patient from the Wait List for that clinic. The default is yes but the response may be No and a reason given.

2. If an Unscheduled Visit is entered, for a patient who is on the EWL for the same clinic, the user will see a prompt asking if the patient should be removed from the EWL for that clinic. Yes or No may be entered. Entering No requires entry of a reason code. The question only occurs for clinics set up in the EWL Parameter file.

3. When canceled an appointment, if there are patients on the Wait List for that clinic/service specialty, the user will see a message on the screen that states there are patients on the Wait List for that clinic. This message could be used to prompt users to notify authorized staff about available appointments. The prompt only occurs for clinics set up in the EWL Parameter file.

An institution must be entered for all Clinics and Service/Specialties that will use EWL. Active clinic institution assignments can be verified by running a FileMan inquiry to the Hospital Location file (#44). See Note under Section V - Security in the Release Notes for additional instructions. Service/Specialties can be assigned an institution by utilizing the Wait List Parameter Enter/Edit option. The Institution field points to the national Institution file. If the site's divisions are not entered in the national Institution file, they need to be for use with EWL.

The EWL menu will provide the following functionality:

1. Enter a patient on the EWL and assign the patient an EWL TYPE of the following:
 - a. Specific clinic
 - b. Scheduling service/specialty1
 - c. Primary care team
 - d. Primary care position
2. Edit the EWL entry.
3. Inquire to a patient's EWL entries.
4. Disposition the EWL entry.
5. Produce reports in both summary and detail format.
6. Allow the setting of local parameters for clinics and service/specialties by institution.

For the purposes of this user manual, we will explain each of the above options in the order that they appear to the user on the screen with the exception of the **Wait List (Sch/PCMM) Parameter Enter/Edit** option, which because of its importance will be explained first. This is how the menu will appear to the user. The **Wait List (Sch/PCMM) Menu** option will be found within the **Appointment Menu**.

Select Appointment Menu Option: **Wait List (Sch/PCMM) Menu...**

AM	Appointment Management
CK	Appointment Check-in/Check-out
WL	Wait List (Sch/PCMM) Menu...
	Add/Edit Stop Codes
	Append Ancillary Test to Appt.
	Chart Request
	Check-in/Unsched. Visit
	Computer Generated Menu...
	Delete Ancillary Test for Appt.
	Discharge from Clinic
	Display Appointments
	Edit Clinic Enrollment Data

Enrollment Review Date Entry
 Find Next Available Appointment
 Make Appointment
 Make Consult Appointment
 Multiple Appointment Booking
 Multiple Clinic Display/Book
 No-Shows
 Primary Care Team/Posn Assign or Unassign

Select Appointment Menu Option: **Wait List (Sch/PCMM) Menu**

1. Inquire Wait List (Sch/PCMM)
2. Enter/Edit Wait List (Sch/PCMM)
3. Disposition Wait List (Sch/PCMM) Entry
4. Wait List (Sch/PCMM) Reports...
5. Wait List (Sch/PCMM) Parameter Enter/Edit

3.1.1 Wait List Parameter Enter/Edit (Sch/PCMM)

Users assigned the SDWL Parameter key will be able to set the parameters for their Wait List functionality. By setting parameters, the user can determine which service/specialties and clinic locations by institution will be available for wait list entry. **(NOTE: Specific Clinics and Service/Specialties must be set up for each Institution/Division before Importing Wait List entries with the Import Tool and/or using the EWL.)**

Select Wait List (Sch/PCMM) Menu Option: **Wait List (Sch/PCMM) Parameter Enter/Edit**

Wait List Parameter Enter/Edit

Select one of the following:

1. Wait List Service/Specialty (409.31)
1. Wait List Clinic Location (409.32)

When setting parameters for a service/specialty, the user will choose from a list of DSS identifiers from the clinic stop file #40.7.

Enter response: **1 Wait List Service/Specialty File**

Select DSS ID: ?

Do you want the entire CLINIC STOP List? **Y (Yes)**

Choose from:

ACTIVE DUTY SEX TRAUMA	524
AMB SURGERY EVAL BY NON-MD	416
AMPUTATION CLINIC	418

Select DSS ID: **418 AMPUTATION CLINIC 418**

Once the user has selected the DSS identifier, the user will choose from a list of institutions in file #4 that are associated with that particular identifier. The user will be asked for the institution for the particular service/specialty that is being activated.

Select INSTITUTION: ?

You may enter a new INSTITUTION, if you wish

Answer with INSTITUTION NAME, or STATUS, or STATION NUMBER, or
OFFICIAL VA NAME, or CURRENT LOCATION, or NAME (CHANGED FROM)
Do you want the entire 304-Entry INSTITUTION List? **y (Yes)**

ANN ARBOR, MI		506
ASHEVILLE, NC		637
ATLANTA, GA		508
ATLANTA-RO	GA	316
AUGUSTA, GA (CONS)		509
AUSTIN		200
BALTIMORE, MD		512
BALTIMORE-RO	MD	313
BATAVIA, NY		513
BATH, NY		514
BATTLE CREEK, MI		515
BAY PINES, FL		516
	^	

Select INSTITUTION: **BAY PINES, FL** **516**

Are you adding 'BAY PINES, FL' as a new INSTITUTION (the 1ST for this
SD WL SERVICE/SPECIALTY)? No// **Y (Yes)**

The user will then choose an activation date for the service/specialty.

DATE ACTIVATED: **T (AUG 22, 2002)**

The inactivation date is used when the service/specialty is no longer needed for wait list purposes.

DATE INACTIVATED: **RETURN**

When setting parameters for clinic locations, the user will choose from a list of available clinics in your hospital location file #44. These clinics need to be entered in the national Institution file to be used with EWL. It is recommended that sites review and edit the Institution field for each clinic, file #44, as needed to assure that each clinic has an institution entry. EWL lists the associated institutions for clinics. If the desired clinic is not listed, the user will need to check file #44.

Wait List Parameter Enter/Edit

Select one of the following:

1. Wait List Service/Specialty (409.31)
2. Wait List Clinic Location (409.32)

Enter response: **2 Wait List Clinic Location**

Select Clinic: ?

Answer with HOSPITAL LOCATION NUMBER, or NAME, or ABBREVIATION, or TEAM

Do you want the entire HOSPITAL LOCATION List? y (Yes)

Choose from:

50	HAYNES UROLOGY	- CHEYENNE VAMROC
51	OUTPT NURSE BLUE TEAM	- CHEYENNE VAMROC
57	GIBBENS ENT	- CHEYENNE VAMROC
66	MHC JOHNSON	- CHEYENNE VAMROC
87	NUCLEAR MED	- CHEYENNE VAMROC

Select Clinic: **NUCLEAR MED**

- **CHEYENNE VAMROC**

DATE ACTIVATED: **T (AUG 22, 2002)**

The inactivation date is used when the clinic is no longer needed for wait list purposes.

DATE INACTIVATED: **RETURN**

3.1.2 Inquire Wait List (Sch/PCMM)

The **Inquire Wait List** option allows a user to view wait list entries for a patient. Once the user has entered the patient's name, the user will be asked if they want to view "**only the open wait lists?**" If the user accepts the prompt **YES**, only the wait list entries that are open at that time will display. An open wait list entry is one that has not had a disposition reason entered. If the user chooses "**no**" {meaning the user wants to see OPEN and CLOSED (dispositioned entries)} the user will be asked for a date range. The wait list entries for the noted time period will be displayed. To best illustrate this option, choose to view only open wait list entries and then all wait list entries as shown below.

Select Wait List (Sch/PCMM) Menu Option:

1	Inquire Wait List (Sch/PCMM)
2	Enter/Edit Wait List(Sch/PCMM)
3	Disposition Wait List (Sch/PCMM) Entry
4	Wait List (Sch/PCMM) Reports ...

Select Wait List (Sch/PCMM) Menu: **Inquire Wait List (Sch/PCMM)**

Example of open wait list entries for a patient:

Wait List - Inquiry

Select	PATIENT NAME: TEST,PATIENT A	1-1-44	CAUCASIAN	555551234
YES	SC VETERAN	GREEN TEAM		

Do You Want to View Only 'OPEN' Wait Lists? **Yes//**

1

Wait List - SPECIFIC CLINIC
 PRIMARY CARE GREEN CLINIC
 Institution - VAMC ALBANY
 Entered by - CORAM,JAMIE R
 Requested By - PATIENT
 Comments - Patient Requesting appt in Green clinic.

Date Entered - 09/23/02
 Date Desired - 09/23/02

Example of all wait list entries for a patient:

Wait List - Inquiry

Select PATIENT NAME: HISTORY,JOHN 10-10-24 403101024 NO
 NSC VETERAN

Do You Want to View Only 'OPEN' Wait Lists? Yes// **NO**

The “Date Entered” is the date the user placed the patient on the wait list.

Start with Date Entered: **T (SEP 23, 2002)**
 End with Date Entered: **T+90 (DEC 22, 2002)**

1

Wait List - SPECIFIC CLINIC
 AUDIOLOGY
 Institution - VAMC ALBANY
 Entered by - CORAM,JAMIE R
 Requested By - PATIENT
 Comments -

Date Entered - 09/23/02
 Date Desired - 10/23/02

Wait List - Inquiry

HISTORY,JOHN 403-10-1024

2

Wait List - SPECIFIC CLINIC
 AUDIOLOGY
 Institution - VAMC ALBANY
 Entered by - CORAM,JAMIE R
 Requested By - PROVIDER
 Provider - DOCTOR,DAN
 Comments - Consult request from Dr. Doctor.

Date Entered - 09/23/02
 Date Desired - 12/22/02

Disposition - REMOVED/SCHEDULED-ASSIGNED Disposition Date - 09/23/02
 Dispositioned by - CORAM,JAMIE R

NOTE: The closed, or inactive EWL entries have the “Disposition,” “Disposition Date,” and the “Dispositioned by” fields displayed.

3.1.3 Enter/Edit Wait List

This option allows users to add patients to a PCMM Team or position, specific clinic or a Service/Section wait list, or to edit their entries on a wait list. If the patient is already on a wait list, a listing of all the current wait list entries for the patient will display. This listing will contain the wait list type, the wait list modifier (waiting for field,) institution, and date the patient was entered on the wait list. The user will then be asked if they would like to put the patient on a new waiting list or to edit the existing wait list information. Patients with a date of death will not be allowed to have a wait list entry assigned. The user will receive a message that a date of death has been recorded for this patient.

Example of PCMM Team wait list entry:

Select Appointment Menu Option: **WL Wait List (Sch/PCMM) Menu**

- 1 Inquire Wait List (Sch/PCMM)
- 2 **Enter/Edit Wait List(Sch/PCMM)**
- 3 Disposition Wait List (Sch/PCMM) Entry
- 4 Wait List (Sch/PCMM) Reports ...
- 5 Wait List (Sch/PCMM) Parameter Enter/Edit

Select Wait List (Sch/PCMM) Menu Option: **Enter/Edit Wait List(Sch/PCMM)**

Scheduling/PCMM Enter/Edit Wait List

Select PATIENT NAME: **HISTORY,JOHN** **10-10-24** **403101024**

Patient is not on Waiting List. Do you wish to Add Patient? **Yes//**

Select Wait List Type:

- 1 **PCMM TEAM ASSIGNMENT**
- 2 SERVICE/SPECIALTY
- 3 SPECIFIC CLINIC

Select Institution: **VAMC ALBANY**

Select Team: **?**

Answer with TEAM NUMBER, or NAME

Do you want the entire TEAM List? Y (Yes)

Choose from:

Select Team: **10 FORT COLLINS TEAM** (Note: Only PCMM Teams that are at or above their panel capacity will display for selection in the Wait List. Therefore, if all Teams are below capacity, no teams will display in the Wait List. If teams are not at capacity, patients should not be placed on the Wait List for them.)

...OK? Yes// (Yes)

Comments: **Patient is requesting assignment to PC team.**

*** Patient has been added to Wait List ***

Example of SERVICE/SPECIALTY wait list entry where a patient is already on a wait list:

If the patient is being placed onto a wait list for Service/Specialty or a Specific Clinic, the user needs to select an institution, then the service/specialty or clinic. S/he will then select the priority of the appointment choosing between Future and ASAP, for as soon as possible appointments. If the user chooses Future, a desired appointment date will be requested. If the user chooses ASAP, the current date will be logged into the "Desired Date" field. After either choice, the user chooses whether the provider or the patient made the request. If the user chooses provider, s/he will select a provider name. The user may provide comments. The patient will then be added to the wait list.

Select Appointment Menu Option: **WL Wait List (Sch/PCMM) Menu**

- 1 Inquire Wait List (Sch/PCMM)
- 2 Enter/Edit Wait List(Sch/PCMM)**
- 3 Disposition Wait List (Sch/PCMM) Entry
- 4 Wait List (Sch/PCMM) Reports ...
- 5 Wait List (Sch/PCMM) Parameter Enter/Edit

Select Wait List (Sch/PCMM) Menu Option: **Enter/Edit Wait List(Sch/PCMM)**

Scheduling/PCMM Enter/Edit Wait List

Select PATIENT NAME: **HISTORY,JOHN** **10-10-24** **403101024**

Patient Currently is on Waiting List for the Following

#	Wait List Type	P	Waiting For	Institution	Date Entered
1.	PCMM TEAM ASSI		RED TEAM	VAMC ALB	092302

Select Wait List (1) or Enter 'N' for New or '^' to Quit ? **N (New)**

Select Wait List Type:

1. PCMM TEAM ASSIGNMENT
- 2. SERVICE/SPECIALTY**
3. SPECIFIC CLINIC

Enter response: **2 SERVICE/SPECIALTY**

Select Institution: **BAY PINES, FL** 516

Select Service/Specialty: **ALLERGY IMMUNOLOGY** 302

(Service/Specialties must be added through the Wait List (Sch/PCMM) Parameter Enter/Edit option before user can select them in the EWL).

Priority

1. Future
2. ASAP

Enter response: **1 Future**

Desired Date of Appointment: **T+4 (AUG 27, 2002)**

Requested By

1. Provider
2. Patient

Enter response: **2 Patient**

Comments: **Patient-requesting appt. with Audiology services.**

***** Patient has been added to Wait List *****

Example of SPECIFIC CLINIC wait list entry:

Select PATIENT NAME: **HISTORY,JOHN** 10-10-24 403101024

Patient is not on Waiting List. Do you wish to Add Patient? **Yes//**

Select Wait List Type:

1. PCMM TEAM ASSIGNMENT
2. SERVICE/SPECIALTY
- 3. SPECIFIC CLINIC**

Enter response: **3 SPECIFIC CLINIC**

Select Institution: **VAMC ALBANY**

Select Clinic: **AUDIOLOGY**

Specific Clinics must be added through the Wait List (Sch/PCMM) Parameter Enter/Edit option before the user can select them in the EWL.

Priority

1. Future
2. ASAP

Enter response: **1 Future**

Desired Date of Appointment: **T+90 (DEC 05, 2002)**

Request By

1. Provider
2. Patient

Enter response: **1 Provider**

Provider Requesting Appointment: **DOCTOR,DAN**

Comments: **Dr. requests appt in Audiology clinic.**

***** Patient has been added to Wait List *****

3.1.4 Disposition Wait List Entry

This option allows users to disposition or remove a patient from a wait list. After selecting a patient, a list of the patient's wait list entries will appear. Enter the number of the wait list entry to be dispositioned.

Note:

1. A patient's EWL entries are automatically dispositioned, with the disposition reason **D – DEATH**, when a date of death is entered.
2. Within the new EWL Scheduling routines, make appointment and unscheduled visit, EWL entries may be dispositioned.

Select Wait List (Sch/PCMM) Menu Option:

- 1 Inquire Wait List (Sch/PCMM)
- 2 Enter/Edit Wait List(Sch/PCMM)
- 3 **Disposition Wait List (Sch/PCMM) Entry**
- 4 Wait List (Sch/PCMM) Reports ...
- 5 Wait List (Sch/PCMM) Parameter Enter/Edit

Select Wait List (Sch/PCMM) Menu Option: **Disposition Wait List
(Sch/PCMM) Entry**

Wait List - Disposition Patient

Select PATIENT NAME: **HISTORY,JOHN** **10-10-24** **403101024**
NO **NSC VETERAN**

Patient Currently is on Waiting List for the Following

#	Wait List Type	P	Waiting For	Institution	Status	Date Entered
1.	SPECIFIC CLINI	F	AUDIOLOGY	VAMC ALB	O	092302
2.	SPECIFIC CLINI	F	AUDIOLOGY	VAMC ALB	O	092302
3.	SERVICE/SPECIA	A	PRIMARY CARE/MEDICI	VAMC ALB	O	092302

Select Wait List (1-3) or '^' to Quit? **2**

Disposition Reason:

D DEATH
NC REMOVED/NON-VA CARE
SA REMOVED/SCHEDULED-ASSIGNED
CC REMOVED/VA CONTRACT CARE
NN REMOVED/NO LONGER NECESSARY
ER ENTERED IN ERROR

Enter response: **SA REMOVED/SCHEDULED-ASSIGNED**

***** Patient has been removed from Wait List. *****

3.1.5 Wait List (Sch/PCMM) Reports

Electronic Wait List allows the creation of five types of reports; Appointment Wait List, PCMM Team/Position Wait List, Overdue Appointment Wait List, Wait List Stat Report and Enrollment Wait List (Sch/PCMM) Statistic Report. These reports will allow the customization of sort criteria (sort by institution, desired date range, wait list assignment, and priority).

Wait List (Sch/PCMM) Reports Menu

1. Appointment Wait List (Sch/PCMM) Report
2. PCMM Team/Position Wait List (Sch/PCMM) Report
3. Overdue Appointment Wait List (Sch/PCMM) Report
4. Wait List (Sch/PCMM) Stat Report
5. Enrollment Wait List (Sch/PCMM) Statistic Report

Note: Reports will print the 50-100% veterans FIRST by wait list type.

Appointment Wait List (Sch/PCMM) Report – List of patients on the Appointment Wait List (Specific Clinic/Service) printed from the desired date with the 50-100% SC Veterans printing first. This list can be used as a call list to schedule patient's appointments.

Appointment Wait List Report

Select Institution **ALL** //
*** Report Category Selection ***

1. Clinic
2. Service/Specialty

Enter response: **1 Clinic**

Select Category for Report Output

Clinic: **ALL//**

Start with Desired Appointment Date: **T (SEP 04, 2002)**
End with Desired Appointment Date: **T (SEP 04, 2002)**

Do you want only 'OPEN' Wait List Entries ? **Yes// (Yes)**

Select One of the Following:

D Detailed

S Summary

Enter response: **S**

*** Selected Report Parameters ***

Institution: ALL

Report Category: Clinic

ALL

Date Desired Range: SEP 04, 2002 to SEP 04, 2002

Output Format: Summary

Printing 'OPEN' Entries Only.

Are these Parameters Correct ? **Yes//**

Detailed reports will show (after the parameters entered)

1. Patient name
2. SSN (last four)
3. Primary eligibility
4. SC % (if applicable)
5. Who requested – patient/provider provider name
6. Comments
7. Phone number – residents
8. Disposition date – disposition reason if “Closed” entries are printed

Summary Reports will only show the number of wait list entries for the selected criteria

1. Clinic Name
2. Number of wait list entries
3. Total # of wait list entries
4. Total # unique patients

PCMM Team/Position Wait List (Sch/PCMM) Report – List of patients on the PCMM Wait List (Team/Position) printed from the date entered with the 50-100% SC Veterans printing first. This list can be used as a work list to assign patients to teams/positions.

Primary Care Team/Position Assignment Wait List Report

Select Institution **ALL //**

*** Report Category Selection ***

1. Team

2. Position

Enter response: **Team**

Select Category for Report Output

Team: **ALL//**

Do you want only 'OPEN' Wait List Entries? **Yes// (Yes)**

If NO – then ask

Start with date entered **first//**

Go to date entered **last//**

Select One of the Following:

1. Detailed
2. Summary
Enter response: **D**

*** Selected Report Parameters ***

Institution: ALL
Report Category: Team
ALL
Output Format: Detailed
Printing 'OPEN' Entries Only.

Are these Parameters Correct ? **Yes// (Yes)**

Detailed reports will show (after the parameters or sort criteria)

1. Patient name
2. SSN (last four)
3. Primary eligibility
4. SC % (if applicable)
5. Current PC Team (if printing the Position WL)
6. Comments
7. Phone number – residents
8. Disposition date - disposition reason if “Closed” entries are printed

Summary Reports will only show the number of wait list entries for the selected criteria

1. Team/Position Name
2. Number on wait list
3. Total wait list entries
4. Total # unique patients

Overdue Appointment Wait List (Sch/PCMM) Report – Prints a list of all patients in “wait list priority” order where the desired date has passed.

Select Institution **ALL** //

*** Report Category Selection ***

1. Clinic
2. Service/Specialty
Enter response: **1 Clinic**

Select Category for Report Output

Clinic: **ALL/**

Select One of the Following:

D Detailed
S Summary
Enter response: **S**

*** Selected Report Parameters ***

Institution: ALL
Report Category: Clinic
ALL
Output Format: Summary

Are these Parameters Correct ? **Yes//**

Detailed reports will show (after sort criteria)

1. Patient name
2. SSN (last four)
3. Primary eligibility
4. SC % (if applicable)
5. Current PC Team (if printing the Position WL)
6. Comments
7. Phone number – residents
8. Disposition date - disposition reason if “Closed” entries are printed

Summary Reports will only show the number of wait list entries for the selected criteria

1. Team/Position Name
2. Number on wait list
3. Total wait list entries
4. Total # unique patients

Wait List (Sch/PCMM) Stat Report – Summary of wait list activity for a specified time frame. Shows number of wait list entries that were added and dispositioned along with a detailed breakout.

Select Institution **ALL** //

Select Reporting Date Range

Start with Date: **8/21/02**

End with Date: **9/21/02**

Device//

Wait List (Sch/PCMM) Stat Report

START Date: August 21, 2002

FINISHED Date: September 21, 2002

Wait List type		prev remaining	# closed	Death	NC	SA	CC	NN	ER	# added	# remaining	# not removed
Institution	Albuquerque, NM											
PCMM Team	Yellow	10	2	1	0	1	0	0	0	10	18	0
	Blue	5	0	0	0	0	0	0	0	0	5	0
	Sub total	15	0	1	0	1	0	0	0	10	23	0
PCMM Position	PA 1	5	0	0	0	0	0	0	0	3	8	0
	NP2	0	0	0	0	0	0	0	0	2	2	0
	Sub total	5	0	0	0	0	0	0	0	5	10	0
Service/Specialty	Diabetes ASAP	25	5	0	2	3	0	0	0	45	65	2
	Diabetes Future	69	0	0	0	0	0	0	0	20	89	5
	Sub total	94	5	0	2	3	0	0	0	65	154	7
Clinic Specific	Jim's Clinic ASAP	10	10	2	1	5	1	1	0	25	25	0
	Jim's Clinic Future	50	0	0	0	0	0	0	0	25	75	5
	Sub total	60	10	2	1	5	1	1	0	50	100	5
	Institution TOTALS	174	15	3	3	9	1	1	0	130	287	12

Prev remaining = # wait list entries with the status of OPEN at the beginning of report

Disposition codes =

NC = REMOVED/NON-VA CARE

SA = REMOVED/SCHEDULED-ASSIGNED

CC = REMOVED/VA CONTRACT CARE

NN = REMOVED/NO LONGER NECESSARY

ER = ENTERED IN ERROR

Enrollment Wait List (Sch/PCMM) Statistic Report – Summary of wait list activity for a user specified time frame. Shows number of wait list entries that were added and dispositioned along with a detailed breakout, sorted in EWL Enrollment Priority order.

Select Institution: **ALL** //

Select Reporting Date Range

Start with Date: **8/21/02**

End with Date: **8/21/02**

Device//

Wait List (Sch/PCMM) Stat Report

START Date: August 21, 2002

FINISHED Date: September 21, 2002

Wait List type		prev remaining	# closed	Death	NC	SA	CC	NN	ER	# added	# remaining	# not removed
Institution	Albuquerque, NM											
Enrollment Priority	NEW											
PCMM Team												
	Yellow	10	2	1	0	1	0	0	0	10	18	0
	Blue	5	0	0	0	0	0	0	0	0	5	0
	Sub total	15	0	1	0	1	0	0	0	10	23	0
PCMM Position												
	PA 1	5	0	0	0	0	0	0	0	3	8	0
	NP2	0	0	0	0	0	0	0	0	2	2	0
	Sub total	5	0	0	0	0	0	0	0	5	10	0
Service/Specialty												
	Diabetes ASAP	25	5	0	2	3	0	0	0	45	65	2
	Diabetes Future	69	0	0	0	0	0	0	0	20	89	5
	Sub total	94	5	0	2	3	0	0	0	65	154	7
Clinic Specific												
	Jim's Clinic ASAP	10	10	2	1	5	1	1	0	25	25	0
	Jim's Clinic Future	50	0	0	0	0	0	0	0	25	75	5
	Sub total	60	10	2	1	5	1	1	0	50	100	5
	Institution TOTALS	174	15	3	3	9	1	1	0	130	287	12

Enrollment Priorities include:

Established = Last treatment date is within the last 2 years

New Enrollee = Last treatment date is greater than last 2 years or empty AND
enrollment date is within the last 12 months (365 days)

Prior Enrollee = Last treatment date is greater than last 2 years or empty AND
enrollment date is greater than last 12 months (365 days)

Undetermined = Last treatment date is greater than last 2 years or empty AND
enrollment date is null, or status was returned as not eligible or
rejected.

Prev remaining = # wait list entries with the status of OPEN at the beginning of report

Disposition Codes:

NC = REMOVED/NON-VA CARE

SA = REMOVED/SCHEDULED-ASSIGNED

CC = REMOVED/VA CONTRACT CARE

NN = REMOVED/NO LONGER NECESSARY

ER = ENTERED IN ERROR

3.2 Electronic Wait List via Scheduling Appointment Management Menu

Users can place patients on a wait list during the make appointment process. This action can take place because a specific clinic or service/specialty does not have an open appointment or if a user chooses not to schedule an appointment. The user also has three additional list manager options for evoking the EWL functionality within the Appointment menu. The **(WE) Wait List Entry** option evokes the EWL Enter/Edit Wait List entry option. (Locked with SDWL MENU) The **(DL) Wait List Display** option evokes the EWL Inquire Wait List option. The **(WD) Wait List Disposition** option evokes the EWL Disposition Wait List entry option. (Locked with SDWL MENU) When choosing one of these options, the user will go through the same prompts, as they would in the EWL standalone menu. When these options are added to a local site's Appointment Management menu, list manager places the options where space is available. In some cases, options may not appear as they do in the examples found below or may not be immediately viewable. If changes are desired in the menu, the sites will need to make those changes locally.

Note: If a user makes an appointment in a clinic for which the patient is waiting, a prompt displays asking if the EWL entry should be dispositioned.

Example of Clinic Wait List Entry via Make Appointment:

Select Appointment Menu option: **Appointment Management**

Select Patient name or Clinic name: **SMITH, JOANNE (4444)** Appt Mgt Module
Aug 20, 2002@14:28:24 Page:1 of 1
Patient: SMITH,JOANN (4444)
Outpatient
Total Appointment Profile * - New GAF Required 07/21/02 thru
05/15/05

	Clinic	Appt Date/Time	Status
1	Cecelia's Clinic	08/20/2002@08:00	No Action Taken/Tod

Enter ?? for more actions

MA	Make Appointment	EP	Expand Entry	DE	Delete Check Out
UN	Unscheduled Visit	AE	Add/Edit	CP	Procedure Update
CA	Cancel Appointment	RT	Record Tracking	TI	Display Team Informat
NS	No Show	PD	Patient Demographics	PC	PC Assign or Unassign
DC	Discharge Clinic	CI	Check In	WE	Wait List Entry
AL	Appointment Lists	CO	Check Out	DL	Wait List Display
PT	Change Patient	EC	Edit Classification	WD	Wait List Disposition
CL	Change Clinic	PR	Provider Update		

Select Action: Quit//

Select Action: Quit// **MA Make Appointment**

Select CLINIC: **AUDIOLOGY**

APPOINTMENT TYPE: **REGULAR**//

DISPLAY PENDING APPOINTMENTS:? **No**// **(No)**

IS THIS A 'NEXT AVAILABLE' APPOINTMENT REQUEST? **Y YES**

Calculating follow-up status

		AUDIOLOGY									
		Aug 2002									
TIME		8	9	10	11	12	1	2	3	4	
DATE											
FR 23		[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0]
MO 26		[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]				
FR 30		[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0]
Sep 2002											
MO 02		[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]					
FR 06		[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0]
MO 09		[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]					
FR 13		[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0]
MO 16		[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]					
FR 20		[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0]
MO 23		[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]					
FR 27		[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0]
MO 30		[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]	[0 0 0 0]					

15 MINUTE APPOINTMENTS (VARIABLE LENGTH)

DATE/TIME: <RETURN>

DO YOU WISH TO PLACE THIS PATIENT ON A WAITING LIST ? **Yes// (Yes)**

Select Wait List Type:

1. SERVICE/SPECIALTY
2. SPECIFIC CLINIC

Enter response: **2 SPECIFIC CLINIC**

Select Institution: **VAMC ALBANY NY VAMC 500**

Select Clinic: **AUDIOLOGY**

Priority

1. Future
2. ASAP

Enter response: **2 ASAP SEP 18, 2002**

Request By

1. Provider
2. Patient

Enter response: **2 Patient**

Comments: **Patient requesting Audiology Appt.**

***** Patient has been added to Wait List *****

Example of a Wait List removal via Make Appointment:

Select Patient name or Clinic name: **TEST, PATIENT A**

Appt Mgt Module	Aug 20, 2002@14:28:24	Page:1 of 1
Patient: TEST, PATIENT A (1234)		Outpatient
Total Appointment Profile	* - New GAF Required	07/21/02 thru 05/15/05
Clinic	Appt Date/Time	Status
1 Cecelia's Clinic	08/20/2002@08:00	No Action Taken/Tod
Enter ?? for more actions		
MA Make Appointment	EP Expand Entry	DE Delete Check Out
UN Unscheduled Visit	AE Add/Edit	CP Procedure Update
CA Cancel Appointment	RT Record Tracking	TI Display Team Informat
NS No Show	PD Patient Demographics	PC PC Assign or Unassign
DC Discharge Clinic	CI Check In	WE Wait List Entry
AL Appointment Lists	CO Check Out	DL Wait List Display
PT Change Patient	EC Edit Classification	WD Wait List Disposition
CL Change Clinic	PR Provider Update	
Select Action: Quit//		

Example of Do You Wish To Remove From List? Answered No

THIS PATIENT IS CURRENTLY ON THE WAITING LIST FOR THIS CLINIC/SPECIALTY
SPECIFIC CLINI F PODIATRY CHEYENNE 112202
DO YOU WISH TO REMOVE FROM LIST ? Yes// **N (No)**

SELECT ONE OF THE FOLLOWING REASONS:

1. APPOINTMENT CRITERIA NOT MEET
2. PATIENT WANTS ANOTHER APPOINTMENT
3. PROVIDER WANTS ANOTHER APPOINTMENT
4. OTHER

Enter response: **2 PATIENT WANTS ANOTHER APPOINTMENT**

WANT PATIENT NOTIFIED OF LAB,X-RAY, OR EKG STOPS? No// **(No)**

OTHER INFO:

Example of a Wait List notification via Cancel Appointment:

Select Patient name or Clinic name: **AUDIOLOGY**

Appt Mgt Module		Aug 20, 2002@14:28:24		Page:1 of 1	
Clinic: Audiology					
Total Appointment Profile		* - New GAF Required		07/21/02 thru 05/15/05	
Clinic	Appt Date/Time		Status		
1 1234 TEST, PATIENT A	10/20/2002@08:00		No Action Taken/Tod		
Enter ?? for more actions					
MA Make Appointment	EP Expand Entry	DE Delete Check Out			
UN Unscheduled Visit	AE Add/Edit	CP Procedure Update			
CA Cancel Appointment	RT Record Tracking	TI Display Team Informat			
NS No Show	PD Patient Demographics	PC PC Assign or Unassign			
DC Discharge Clinic	CI Check In	WE Wait List Entry			
AL Appointment Lists	CO Check Out	DL Wait List Display			
PT Change Patient	EC Edit Classification	WD Wait List Disposition			
CL Change Clinic	PR Provider Update				
Select Action: Quit//					

Select Action: Quit// **CA Cancel Appointment**

Appointments cancelled by (P)atient or (C)linic: Patient// **PATIENT**

Select CANCELLATION REASONS NAME: **TRAVEL DIFFICULTY**

CANCELLATION REMARKS: **Per phone call.**

1 1234 Test,Patient A 10/02/2002@08:00 No Action Taken/Tod
1 Appointment cancelled

DO YOU WISH TO REBOOK ANY APPOINTMENT(S) THAT YOU HAVE CANCELLED? **No//**
There are Patients on the Wait List waiting for an Appointment in this Clinic.

Example of VistA Primary Care Position Wait List entry:

Select Appointment Menu Option: **Primary Care Team/Posn Assign or Unassign**

Prior to using this option, PCMM's Graphical User Interface (GUI) must be used to:

- 1) Setup active primary care team(s)
- 2) Setup active PC Practitioner position(s)
- 3) Setup any necessary preceptor/precepted relationships
- 4) Assign practitioner to position(s)

A patient can only have one PC team and one PC Position assignment on a given day. The patient must be assigned to a position's team to be assigned to the position.

Note: You must use the PCMM GUI if the patient was:
o unassigned from PC assignment today or in the future
o assigned to a future PC assignment.

Select PATIENT NAME: **TEST, PATIENT A** **10-1-43** **332221212** **YES**
 SC VETERAN BLUE TEAM

Checking PC Team and Position Status...

Primary Care Team: **BLUE TEAM**

Select one of the following:

- | | |
|---|--|
| 1 | POSITION ASSIGNMENT - BY PRACTITIONER NAME |
| 2 | POSITION ASSIGNMENT - BY POSITION NAME |
| 3 | TEAM UNASSIGNMENT |

Enter response: **2 POSITION ASSIGNMENT - BY POSITION NAME**

About to Assign **TEST, PATIENT A** to PC Position Assignment

POSITION's Name: **BLUE TEAM MCDERMOTT,SUSAN 5TH FLOOR**

Assignment date: **TODAY// (SEP 23, 2002)**

This assignment will reach or exceed the maximum set for this position.

Currently assigned: 3

Maximum set for position: 2

Do you wish to place the patient on the wait list (Yes/No)?? **NO// YES (If the user answers no to this question s/he will be asked if they would like to continuing assigning the patient to a PCMM position. See example below.)**

COMMENTS: **Wants to be assigned to S. McDermott**

Patient Placed on Wait List

Position Assignment NOT made.

Example of a user choosing to assign the patient in this prompt:

Do you wish to place the patient on the wait list (Yes/No)?? NO//

Do you wish to continue with the assignment (Yes/No)?? NO// YES

Sending NEW Patient-Team Assignment Message

3.2.1 PCE (Patient Care Encounter) and EWL

If “Make Appointment” and “Cancel Appointment” protocols/options are on the PCE ListManager menu at your site, these Scheduling options will contain Wait List routines and display Wait List messages and questions. These messages and questions will display for all users who make and cancel appointment regardless of whether they have the SDWL Menu key.

NOTE: Sites that use a PCE ListManager menu for scheduling may want to add the three Wait List protocols/options, from the Appointment Management Menu, to the PCE ListManager menu. The three protocols/options listed below limit access with the SDWL Menu key.

WE (Wait List Enter/Edit)
DL (Inquire/Display Wait List) – for a patient
WD (Wait List Disposition)

For information on how to add protocols to a ListManager menu, these two websites in the VistA Document Library provide that documentation.

ListManager Mnemonics

http://vista.med.va.gov/VistA_Lib/Infrastructure/List_Manager/sop%20list%20manager%20mnemonics%20-%20final.pdf

ListManager Developer’s Guide

<http://vista.med.va.gov/listman/docs/hh/>

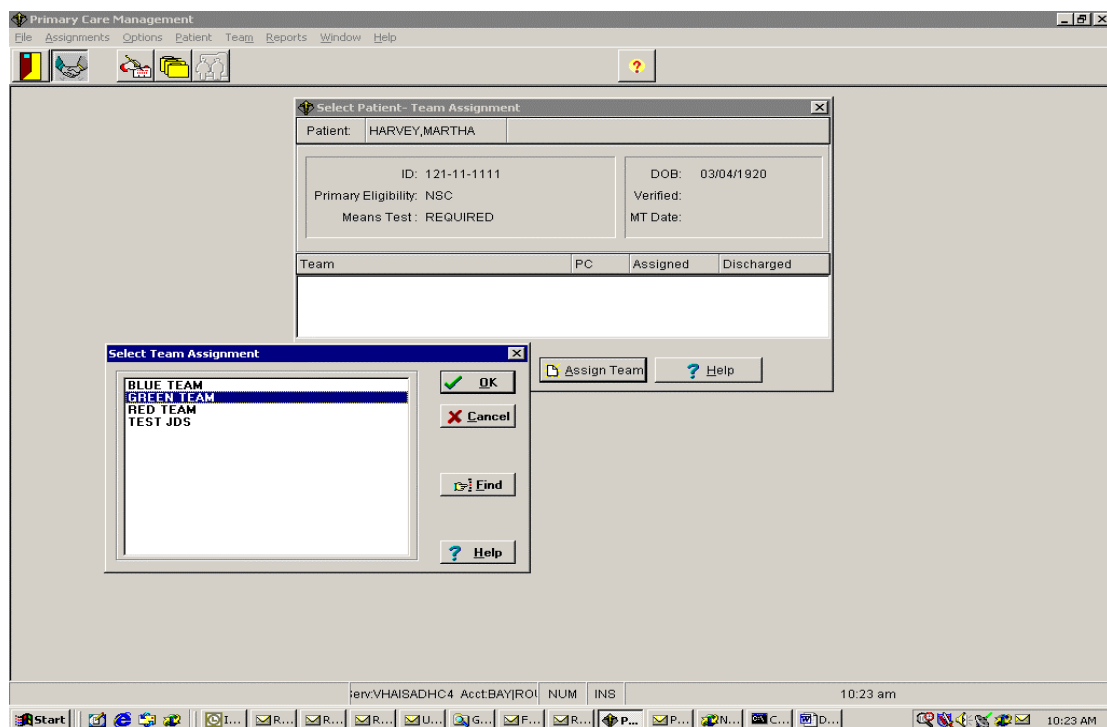
Each site needs to decide who will use the Wait List software at their site and implement their decision(s) through site-specific procedures and training. These are the four prompts within the Scheduling routines, not controlled by the EWL security keys that will require site-specific procedures and training to implement successfully.

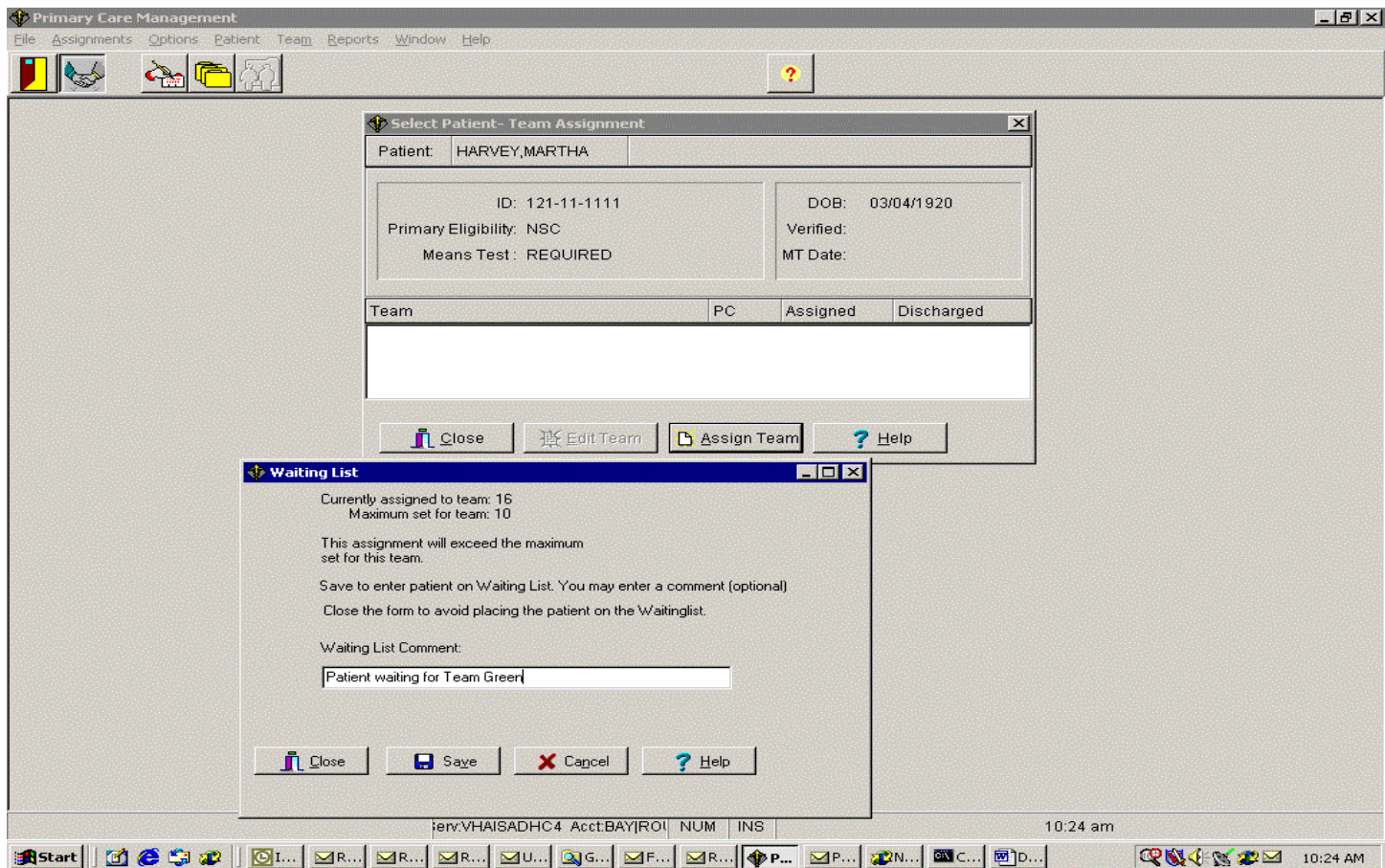
3.3 Electronic Wait List via PCMM GUI

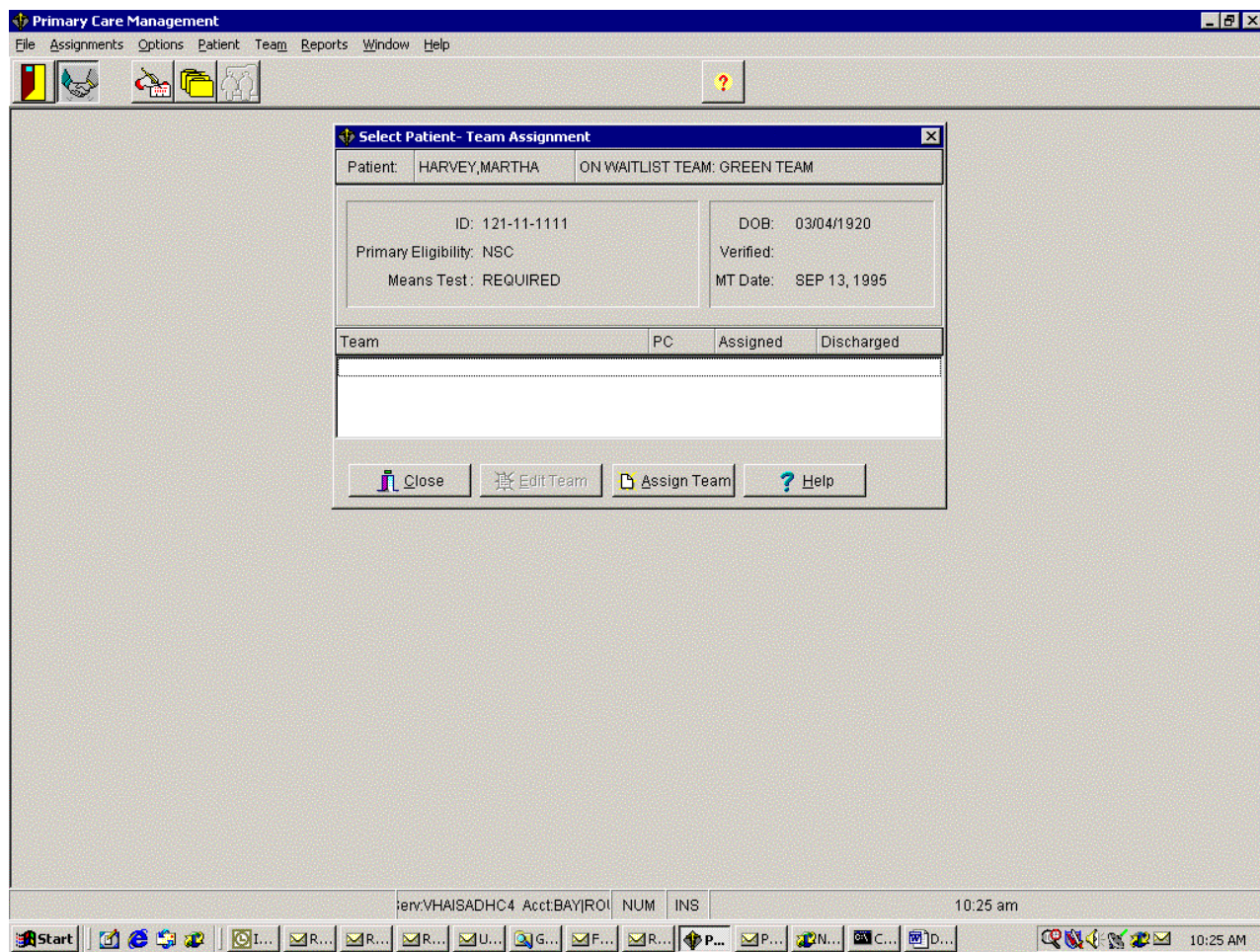
A user can place a patient on a wait list for a primary care team or position if that team or position is at or beyond its allotted capacity. This option applies to the GUI software. A patient is automatically dispositioned when they are placed on a PCMM team or position.

3.3.1 PCMM GUI

1. Select patient.
2. Select a PC team or position. **(Note: Only PCMM Teams that are at or above their panel capacity will display for selection in the EWL. Therefore, if all Teams are below capacity, no teams will display in the Wait List. If teams are not at capacity, patients should not be placed on the Wait List for teams.)**
3. If the team or position is at or beyond its allotted capacity, the user will be given the number of patients that are allowed for that team or position and the number that are currently assigned to it. The user will then be asked if they would like to put the patient on a wait list. If the user chooses to put a patient on the wait list, the prompts are the same as in the standalone wait list program. If the user chooses to not put the patient on the wait list, the user may proceed to assign the patient on a team or position.







3.4 Wait List Import Tool

Sites that currently keep waiting lists will be able to import their lists into the EWL via the Wait List Import Tool. This utility will import local wait lists entries into the EWL. **NOTE: Specific Clinics and Service/Specialties must be set up for each Institution/Division before Importing Wait List entries with the Import Tool.)**

3.4.1 Using the Wait List Import Tool

To use the Wait List Import Tool sites must convert their wait lists from its current format into a comma delimited text file (.txt). This is the expected format for the tool. This file is called the Import file. The Import file can be created from Vista using FileMan's DATA EXPORT TO FOREIGN FORMAT options or from Excel using the CSV format. This text file must contain four fields:

- Social security number (SSN) (Entered as xxxxxxxxx or xxx-xx-xxxx)
- Institution Name (The name of the Institution from file 4)
- Clinic Type {this numeric field is numbered 1-4, with 1 being file 404.51 (Team), 2 being file 404.57 (Team Position), 3 being file 409.31 (SD WL Service/Specialty), and 4 being file 409.32 (SD WL Clinic Location)}
- Clinic Type Modifier {a specific choice within one of the clinic types. For example, if clinic type 1 (Team) were chosen, the modifier would be a specific team.}
- Desired Date (Entered as the FileMan acceptable date. This is date for which the appointment is being requested. Applies only to Clinic Types 3 and 4.)(Note: If the desired date is requested then the priority is set to future and a date is automatically plugged in. If there is no desired date than the priority is set to ASAP, and the date the file is imported is automatically entered.)

Note: If there is no value for a field then a null value is entered (""). One row of five fields defines a single record for entry into the Electronic Wait List.

Example #1:

Values are submitted for all fields

```
      FIELDS
1      2  3  4      5
"123456789","VA","1","CLINIC","01/12/2003"
```

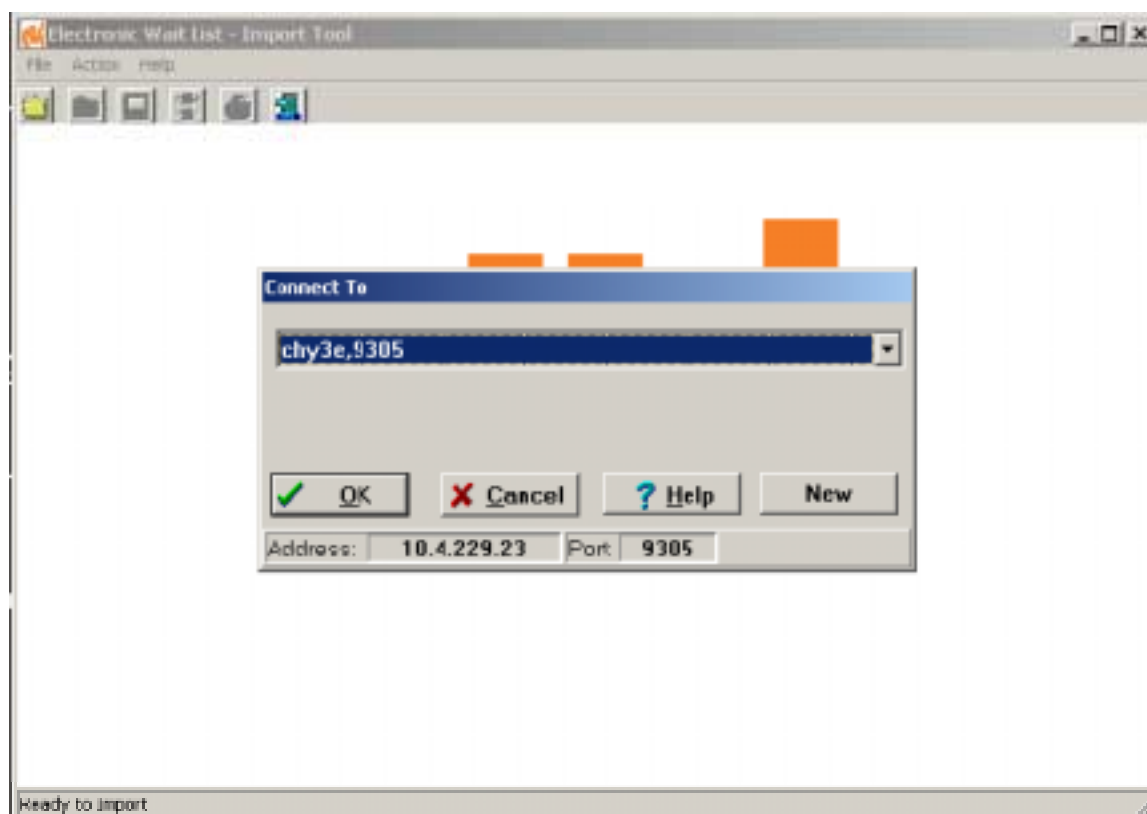
Example #2:

No value is submitted for field 5.

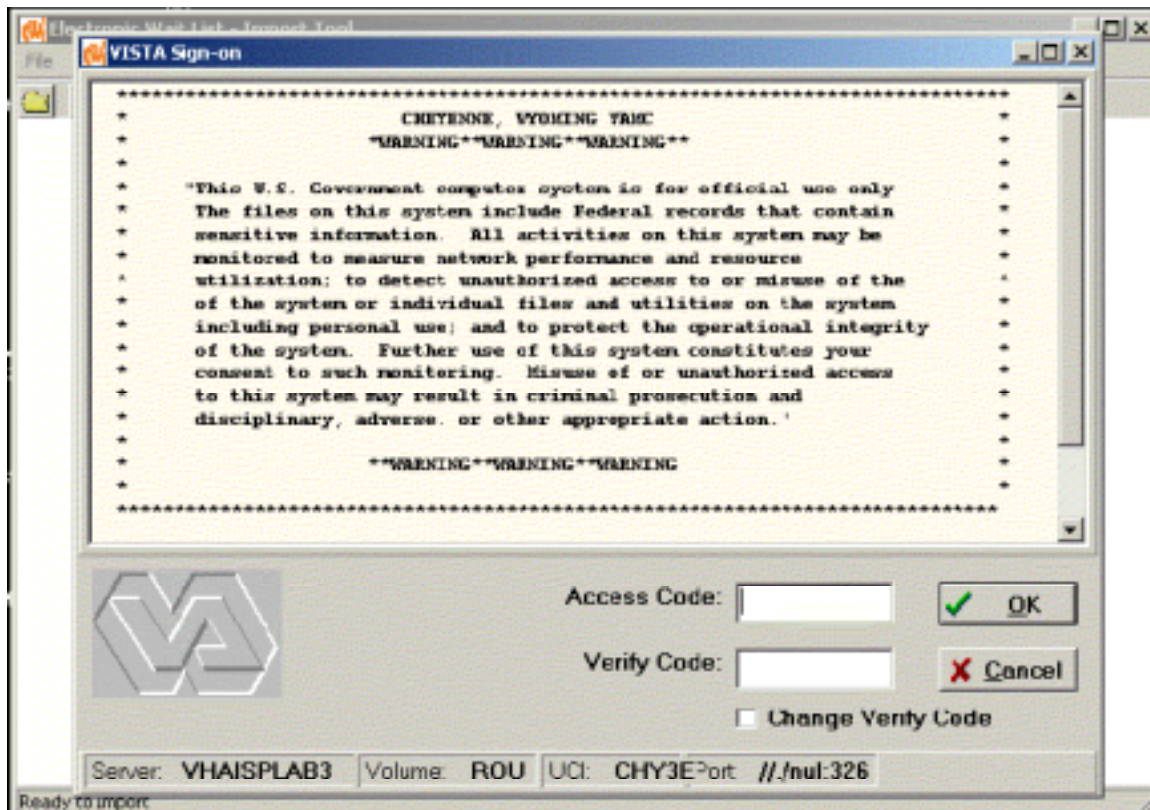
A null ("") is entered this field position.

```
      FIELDS
1      2  3  4      5
"123456789","VA","1","CLINIC",""
```

1. Select a server or add a new IP address for the server.

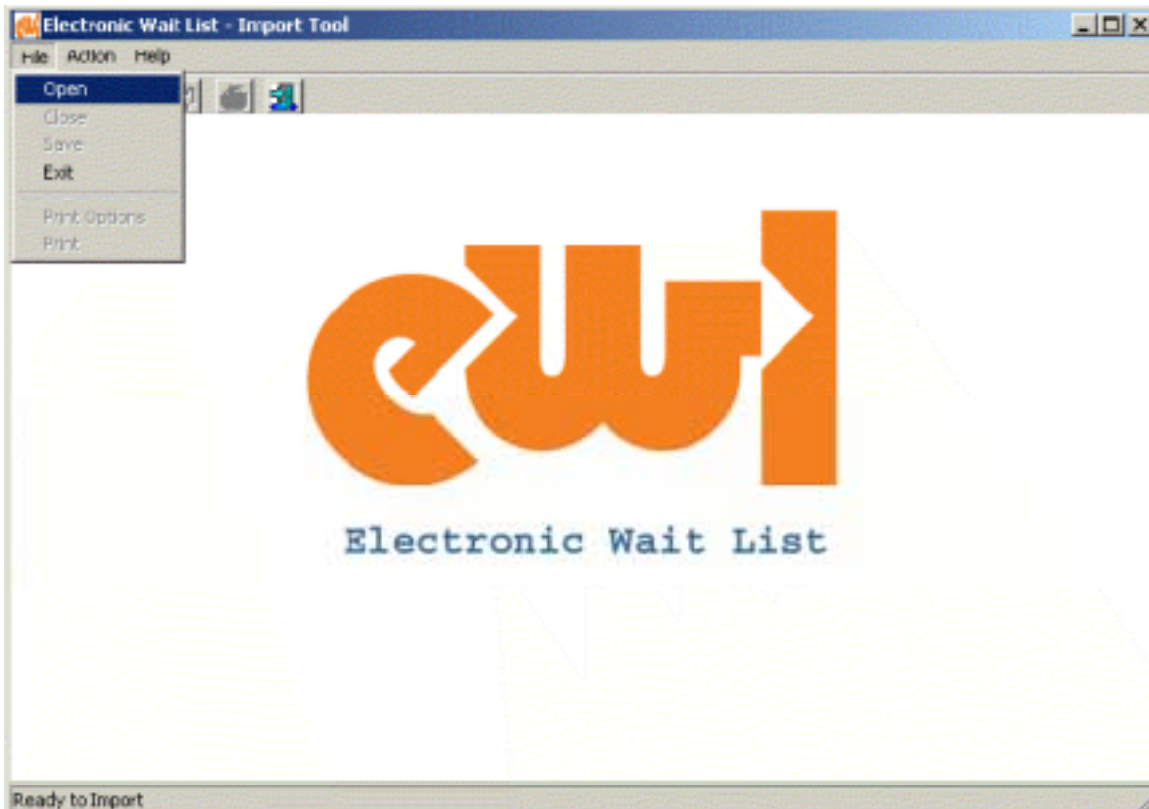


Log on to Vista.

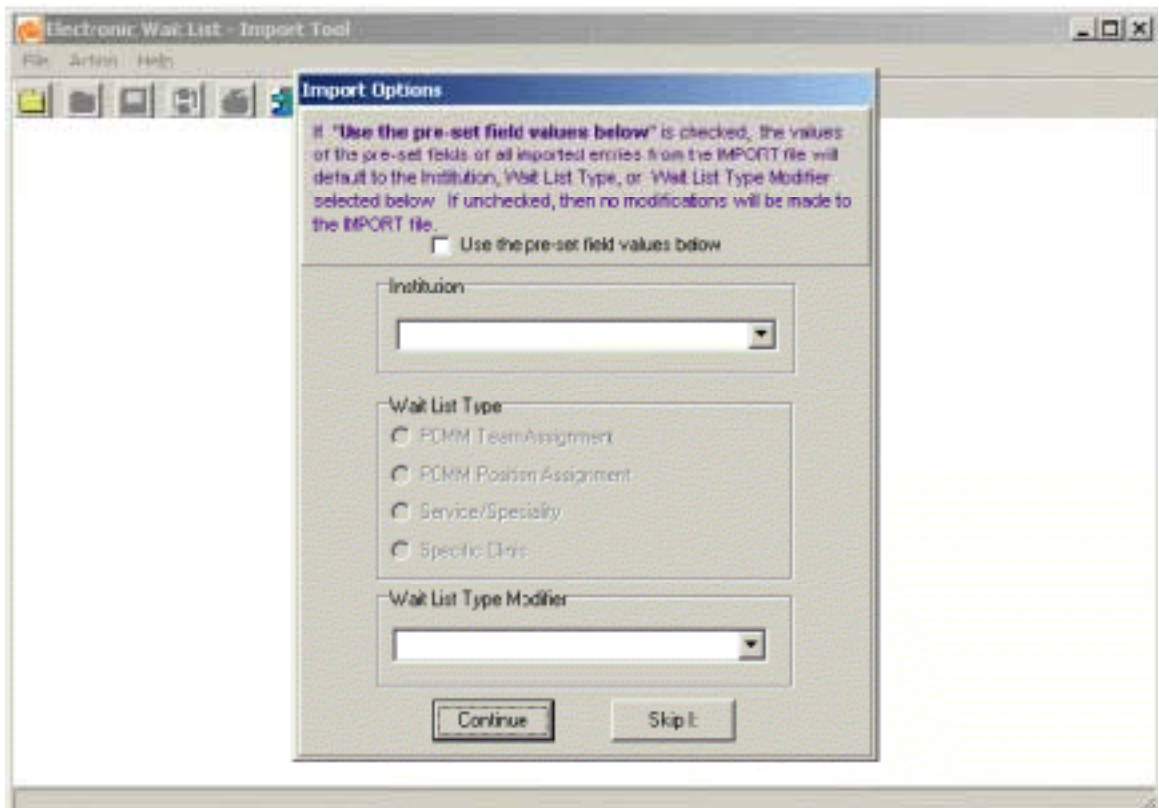




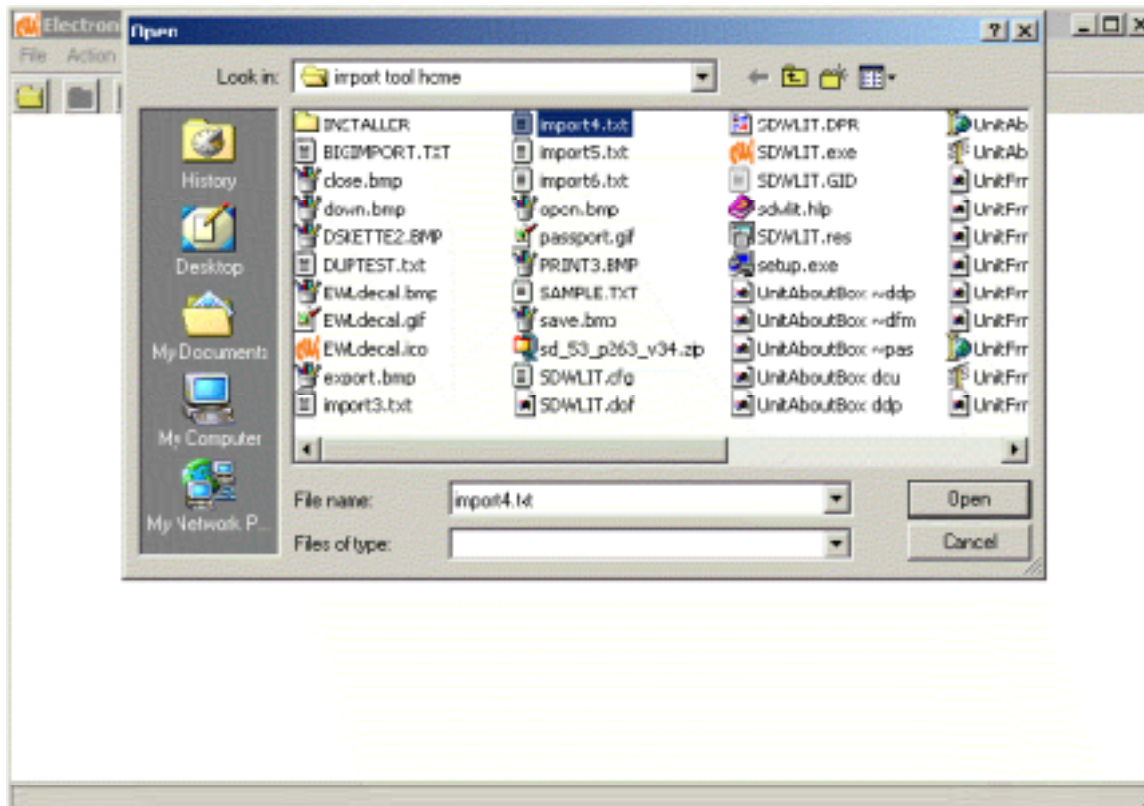
2. Click on FILE, then OPEN or click the open folder icon on the toolbar.



3. Select Import Options. Checking **Pre-set Field Values** will pre-set the **Institution**, **Wait List Type**, or **Wait List Type Modifiers** to the values the user selects and overwrites the values found for those fields in the **IMPORT FILE**. If the user leaves **Pre-set Field Values** unchecked no changes will be made to the **IMPORT file**. Click **CONTINUE** to accept the pre-set values or **SKIP IT** to cancel using pre-set values.



4. Select the **IMPORT** file.



- The IMPORT file will be displayed in the grid. Entries can be reviewed or edited, to edit slowly click twice in the field to be edited. When ready click ACTION, then click IMPORT TO EWL or click the import icon.

PATIENT	INSTITUTION	TYPE	TYPE MODIFIER	DESIRED DATE	IMPORT STATUS
522-64-6763	BAY PINES, FL	1	BLUE TEAM ALPHA		
476-09-4514	BAY PINES, FL	1	BLUE TEAM ALPHA		
474-44-6363	BAY PINES, FL	1	BLUE TEAM ALPHA		
504589176	BAY PINES, FL	1	BLUE TEAM ALPHA		
152058963	BAY PINES, FL	1	BLUE TEAM ALPHA		
126465998	BAY PINES, FL	1	BLUE TEAM ALPHA		
508056273	BAY PINES, FL	1	BLUE TEAM ALPHA		
082362511	BAY PINES, FL	1	BLUE TEAM ALPHA		
501706064	BAY PINES, FL	1	BLUE TEAM ALPHA		
288689118	BAY PINES, FL	1	BLUE TEAM ALPHA		
545385479	BAY PINES, FL	1	BLUE TEAM ALPHA		
023380085	BAY PINES, FL	1	BLUE TEAM ALPHA		
517246954	BAY PINES, FL	1	BLUE TEAM ALPHA		
492122224	BAY PINES, FL	1	BLUE TEAM ALPHA		

File C:\Delphi 6 Source\import tool home\import4.txt Record Count: 613

Each row of the grid is submitted to EWL as a new record. If the record is validated and accepted by EWL, the successful addition is noted at the bottom of the screen. If EWL cannot validate the record, the reason for the failure is noted in the IMPORT STATUS column of the grid, e.g., duplicate entry.

To sort on a field, click on the column heading for that field, e.g., sort on Import Status.

The rows of failed imports can be reviewed/edited and the import action can be repeated.

PATIENT	INST. TUTION	TYPE	TYPE MODIFIER	DESIRED DATE	IMPORT STATUS
522-64-6763	BAY PINES, FL	1	BLUE TEAM ALPHA		success
476-09-4514	BAY PINES, FL	1	BLUE TEAM ALPHA		success
474-44-6363	BAY PINES, FL	1	BLUE TEAM ALPHA		success
504589176	BAY PINES, FL	1	BLUE TEAM ALPHA		success
152058963	BAY PINES, FL	1	BLUE TEAM ALPHA		success
126465908	BAY PINES, FL	1	BLUE TEAM ALPHA		success
508056273	BAY PINES, FL	1	BLUE TEAM ALPHA		success
082362511	BAY PINES, FL	1	BLUE TEAM ALPHA		success
501706064	BAY PINES, FL	1	BLUE TEAM ALPHA		success
268689118	BAY PINES, FL	1	BLUE TEAM ALPHA		success
545385479	BAY PINES, FL	1	BLUE TEAM ALPHA		success
023380085	BAY PINES, FL	1	BLUE TEAM ALPHA		success
517246954	BAY PINES, FL	1	BLUE TEAM ALPHA		success
492122224	BAY PINES, FL	1	BLUE TEAM ALPHA		success

Successful Imports:

522-64-6763	BAY PINES, FL	1	BLUE TEAM ALPHA imported successfully
476-09-4514	BAY PINES, FL	1	BLUE TEAM ALPHA imported successfully
474-44-6363	BAY PINES, FL	1	BLUE TEAM ALPHA imported successfully
504589176	BAY PINES, FL	1	BLUE TEAM ALPHA imported successfully
152058963	BAY PINES, FL	1	BLUE TEAM ALPHA imported successfully

613 Processed 613 Successful 0 Failed

3.5 Transmission to National Patient Care Database in Austin.

Functionality is being created within this program to allow wait list data to be transmitted to the Austin Automation Center (AAC) on a bi-weekly basis. AAC will process the data and send it to the National Patient Care Data Base (NPCDB). This will aid in the assessing of the demand for services at VHA hospitals. This new functionality will also measure the amount of data that is being transmitted to the AAC from the sites. This functionality will be released with upcoming patch SD*5.3*270.

The AAC will process the following data elements:

Data Element	Chars
Institution	6
Version	3
Institution Name	30
WL Specific Clinic	30
WL Clinic number	6
WL Service/Clinic DSS ID	6
WL Type	1
Last Name	35
First Name	25
Middle Name	25
Patient DUZ	13
Date of Birth	7
Sex	1
Race	2
SSN	9
Pseudo SSN Indicator	1
State	2
County Code	5
Zip Code	10
Phone Number Residence	20
Current Financial Test Status	1
Financial Type of Test	1
Service Connected Percentage	3
Covered by Health Insurance	1
Period of Service	1
Primary Eligibility Code	2
Veterans Status	1
Medicaid	1
POW Status Indicated	1
Current PH Indicator	1
Current Enrollment Date	7
Current Enrollment	2
Preferred Facility	6
Integration Control Number	15
PC Physician Pointer	15
PCMM Physician Last Name	35
PCMM Physician First Name	25
PCMM Physician Middle Name	25
PCMM Team	35
Originating Date	7

WL Specific Team	30
WL Specific Position	30
Priority	1
Requested By	1
Date Disposition	7
Reason Disposition	2
Desired Date	7
Current Status	1
Enrollee Status	1
Do Not Remove Date	7
Do Not Remove Reason	2